

RESOLUTION NO. 2020-24

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ON BEHALF OF THE CITY OF LADUE, MISSOURI A SCOPE OF SERVICES WITH CHRISTNER FOR PROFESSIONAL MASTER PLANNING SERVICES UNDER THE ON-CALL PROFESSIONAL SERVICES CONTRACT FOR CONDUCTING MASTER PLANNING OF RODES PARK LOCATED AT 10 S. WARSON, ASSOICATED WITH THE MUNICIPAL PARK PLANNING GRANT

WHEREAS, On June 27, 2018, the City executed a Professional Services Contract with Christner for On-call Professional services for the Landscape Architecture, Parks/Trails, Beautification, and Pedestrian Features Category after having issued a Request for Qualifications (RFQ) for on-call services for various engineering categories; and

WHEREAS, the City owns Rodes Park, the 2.6-acre property located at 10 S. Warson Road, which is currently being utilized as open space/park land for the City; and

WHEREAS, the Beautification, Open Space, and Tree Advisory (BOSTA) Committee, which was formed by ordinance in 2018, has recommended applying for a Municipal Park Planning Grant for Rodes Park for the purpose of creating a Master Planting Plan and to explore the possibilities for the site such as access, walking paths, parking, and strategies for creek bank health; and

WHEREAS, the BOSTA Committee at their March 5, 2020 and September 11, 2020 meetings, reviewed the detailed project scope of services for Master Planning at Rodes Park and made a positive recommendation for approval for the Municipal Park Planning Grant through the Municipal Park Grant Commission to City Council; and

WHEREAS, the City Council now desires and finds it in the best interest of the City to approve the Scope of Services for completion of the Master Plan for Rodes Park through the Municipal Park Planning Grant process, which will fund \$6400 of the \$8000 expense; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF LADUE, MISSOURI, AS FOLLOWS:

Section 1. The City Council hereby authorizes the Mayor to authorize on behalf of the City the Scope of Services developed by Christner under the On-Call Engineering Professional Services Contract for Rodes Park Master Plan ("Scope of Work").

Section 2. This Resolution shall take effect and be in force from and after its passage and approval by the Mayor.

Adopted by the City Council and approved by the Mayor on this ____ day of _____ 2020.

Nancy Spewak, Mayor

ATTEST:

Laura Rider, City Clerk

SCOPE OF WORK

March 6, 2020 revision 2

Mrs. Anne Lamitola
Director of Public Works
City of Ladue
9345 Clayton Road
St. Louis County, MO 63124

**Re: Landscape Architectural Planning and Design Services
Municipal Park Grant – Rodes Park Master Plan
WORK ORDER**

Dear Anne,

We are pleased to submit this fee proposal for planning for Rodes Park in the City of Ladue. We look forward to the opportunity to continue our design work for the park after recognizing Harriet Rodes Bakewell and her "Little Park" with engraved stone steps. Our services for the planning phase will result in the documentation of community engagement and a master plan with a Municipal Park Grant for Planning. We look forward to exploring this opportunity with you and the Ladue community.

It is understood that the Project Area includes Rodes Park and the roadway edges bound by Ladue Road and Warson Road and the cut through drive area (also Ladue Road.) The scope of the work includes preparation of a concept plan, facilitation of two community open houses, documentation of program preferences, and preparation of a Master Plan for the park.

SCOPE OF SERVICES

Part 1 – Conceptual Design

Having completed donor recognition concepts for the park in 2016, we have adequate base files and aerial photography base information for the park. We will work with the City of Ladue Beatification, Open Space and Tree Advisory (BOSTA) committee to identify desired park improvements. At this time, it is understood that the park concepts will include:

- Preparation of planting plans for integrating existing plantings and trees with new native trees, shrubs, and flowering plants
- Concepts for access and walking path opportunities
- Options for parking on Ladue Road cut-through
- Strategies for creek bank health
- Designation of additional removal of honeysuckle and other invasive species
- Consideration for educational signage

Conceptual design ideas will integrate these elements into a cohesive design that can be shared with the community in an Open House format to obtain feedback and input. The concept plan will be an effective tool to get the conversation started about the opportunity and potential of this park.

Deliverables: Base map refinement
Concept Plan

Meetings: Kick off meeting

Part 2 – Community Open House #1

Christner will conduct a Community Open Houses with the City of Ladue and BOSTA to involve the broader community in a dialog about the opportunities at the park. The open house will be organized to allow stakeholders, city representatives, and interested citizens access to the design team and to express their aspirations for their city. In addition to the concept plan, Christner will prepare a presentation to gain feedback about the park and its use. Christner will collect feedback at the open house and will provide a summary of the outcomes of the event.

Deliverables: Exhibit boards or PowerPoint presentation
Feedback summary

Meetings: Preview meeting (1)
Open House (1)

Part 3 – Draft Master Plan

The concept plan will be revised to incorporate feedback from the Open House and form the Draft Master Plan. A cost opinion will be prepared for the components of the master plan. This draft plan will be reviewed with the City of Ladue and BOSTA before the second Open House.

Deliverables: Draft Master Plan
Draft Cost Opinion

Meetings: Preview meeting (1)

Part 4 – Community Open House #2

Christner will conduct the second of two Community Open Houses with the City of Ladue to present the draft Master Plan to the community. We will demonstrate how community feedback was incorporated and present the features. It is understood that the City of Ladue is responsible for hosting the event and arranging for the invitations/notifications of all invited attendees.

Deliverables: Exhibit boards or PowerPoint presentation
Feedback summary

Meetings: Preview meeting (1)
Open House (1)

Part 5 – Final Master Plan

The draft plan will be revised and completed to incorporate feedback from the Open House and the Final Master Plan will be prepared as a color-rendered plan.

Deliverables: Final Master Plan
Final Cost Opinion

CHRISTNER

QUESTION.
COLLABORATE.
CREATE.

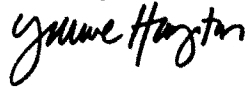
PROFESSIONAL FEES

Christner proposes a **LUMP SUM FEE of \$8,000** to perform the services identified above plus reimbursable expenses and in accordance with the City of Ladue, Missouri PROFESSIONAL SERVICES CONTRACT, dated June 25, 2018.

Reimbursables will include all long-distance phone calls and reproductions. Reimbursable expenses will be at 1.0 times cost. Invoicing will be monthly based on percentage of completion. Payments thirty (30) days past due will accrue interest at 1.5% per month.

We appreciate the opportunity to submit this fee proposal. Please indicate your acceptance of this proposal by signing in the space provided on the following page and returning a copy for our files.

Sincerely,



Laurel Harrington, PLA, ASLA, LEED AP BD+C
Associate Principal
Director of Landscape Architecture

APPROVAL:

(Signature)

(Title)

(Date)

Copy: Shanna Wiechel